

Civil Service LEADER

America's Largest Weekly for Public Employees

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Medicare

See Pages 1 & 14

NASSAU CSEA BLASTS NICKERSON FIRING OF 171 P. W. EMPLOYEES

Court Sets Aside Job Performance Rating In State University Case

(Special to The Leader)

BINGHAMTON—An unsatisfactory work performance rating given a State University employee because of legitimate absences from her job has been set aside by the State Supreme Court.

Justice Joseph P. Molinari ruled that the employee, a stenographer, at Harpur College here, should be given her annual increment, and the unsatisfactory rating given her should be annulled.

The employee was represented by William E. Night of Binghamton, a regional attorney of the CSEA and its Binghamton chapter.

The rating, which brought about the court test, read: "Her services are satisfactory but because of excessive absences her work performance is adversely affected."

Justice Molinari said that "it appears the petitioner was absent a great amount of time during the year by reason of her illness, and illness in her family. Apparently she made up on her own some of the hours in overtime."

No Uniform Standard

He said that the employee's contention was that "under the ratings required by Section 140 of the Civil Service Law, and the Rules and Regulations promulgated in respect thereto, each agency is required to appoint a performance rating board which in turn is required to establish uni-

(Continued on Page 16)

Employees Urged Not To Drop State Health Plan Because Of New 'Medicare'

ALBANY — Both Gov. Nelson A. Rockefeller and Joseph F. Felly, president of the Civil Service Employees Assn., have issued warnings to currently employed and retired civil servants not to drop present State health plan coverage because of hospital and medical coverage being offered under the Federal Government Medicare program.

The Rockefeller Administration and representatives of the Employees Association have been holding a series of sessions to determine how best to integrate the good features of both programs so that employees will gain a maximum of insurance protection.

State and local government employees now covered under the State plan enjoy benefits not offered by Medicare, it was noted, and until final studies are completed these employees were urged not to drop any present coverage and thus remove them-

selves from much-needed insurance protection.

Governor Rockefeller issued a statement on the issue and declared:

"I wish to take this opportunity to advise all of our State employees, active and retired, and

(Continued on Page 16)

County Executive, GOP Swap Blame On Dismissals

MINEOLA—At Leader press time, the Nassau County chapter of the Civil Service Employees Assn. was awaiting official permission from the parent CSEA Board of Directors' executive committee to start a series of demonstrations against the firing of 171 County Department of Public Works employees.

Irving Flaumenbaum, chapter president, laid the blame for the firings "directly at the door of County Executive Eugene Nickerson" and said that the demonstrations would be staged in front of that door.

The firings came on the heels of a budget dispute between Nickerson, a Democrat, and the Republican-controlled County Board of Supervisors. The Board had cut the annual budget by an estimated \$1.3 million dollars but insisted that there were sufficient remaining funds to operate the County fully for the coming year.

Nickerson replied that by cutting his budget, the Board imposed a choice of cuts in operating funds and declared that he had to fire the employees in order to maintain other essential County services such as welfare, hospitals and other health services.

Flaumenbaum declared, however, that "the firings were callous and unthinking. Not at any time were these employees or our chapter shown any evidence of a search for funds or a reallocation

(Continued on Page 3)

Dec. 31 Deadline For 55-Year Plan

Joseph F. Felly, president of the Civil Service Employees Assn., has written members of the State Retirement System urging them to note the deadline for joining the 55-year plan and stating the reasons why joining the plan is desirable.

His message declared:

"The purpose of this letter is to urge all members of the Retirement System to join the new 55-year plan if they have not already done so.

"Through the efforts of the Civil Service Employees Assn., the

(Continued on Page 3)



MAKING THE POINT — In a recent session with Gov. Nelson A. Rockefeller, second from right, representatives of the Civil Service Employees Assn. presented the State's chief executive with a 55-page document supporting the need for a

State pay raise and also discussed needed fringe benefits for these employees at a recent meeting in the Governor's New York City office. Seen from left are Solomon Bendet, chairman of the CSEA Salary Committee; CSEA President Joseph F. Felly, the Governor, and Harry Albright, Jr., CSEA counsel.

Don't Repeat This!

N.Y.C. Aides Have Some Questions For Mayor Lindsay

PRIOR to his election as Mayor of New York, John V. Lindsay issued a White Paper on civil service which dealt, in a broad fashion, with his views on future plans for the City's public employees. In the main, the paper was philosophical rather than specific in terms of actual proposals. For that reason, many City employee groups are now looking forward to some

(Continued on Page 7)

What's On Your Mind? It May Be Worth \$1,000

Thinking public employees can turn brainstorming into money by participating in a contest to come up with the best idea for improving New York City and making it a safer, happier place to live.

There is a top prize of \$1,000 and four prizes of gold medals to the State, County, City or Federal employee who comes up with the best idea for helping Mayor-elect John V. Lindsay solve the City's major problems.

The idea contest is being sponsored by the Jerry Finkelstein Foundation, a philanthropic fund established by the publisher of The Leader. For full details on the contest see Page 14.

It's Back Pay Time, Overtime & Uniform Allowances Paid Early

Comptroller Abe Beame, on Monday, passed out Christmas presents to some 73,433 City employees—his last as Comptroller.

The money, almost \$10,000,000, represents uniform allowances to Police, Fire, Correction, Park and Sanitation Department employees, court aides, some Hospital and Welfare Department employees, meter maids, Traffic Department maintenance men, school crossing guards, elevator and bridge operators, Department of Water Supply, Gas and Electricity aqueduct police, ferry crews and uniformed special officers.

The payments were due January 1, but the Comptroller made it a point to direct his Central Payroll Division to get the checks out before Christmas.

Other City employees also had additional money in their pay envelopes last Friday. Pay checks for Sanitation Department employees reflected for the first time, the \$430 annual pay raise effective July 1, 1965. The back pay will be paid later, Beame explained.

Uniformed policemen receive payment with last week's pay checks for special overtime work. The extras paid out for this reason total \$1,555,655.15. This in-

Paver Foreman Opens In January

The New York City Department of Personnel will accept applications from January 5, 1966 to Jan. 25 for the promotion examination for foreman paver. This exam is open only to employees of the Department of Highways.

Salary at the time of the last test in 1960 was \$7,615. For further information and applications, contact the Applications Section of the Department of Personnel, 49 Thomas Street.

cludes overtime for the following assignments:

Special Queens primary, \$1-741.03; the Papal visit to the World's Fair, \$1,021,208.39; special anti-crime drives, from Oct. 6 to 22, and from Oct. 10 to Nov. 3, \$532,705.73.

These will include Election Day, \$1,073, 864. 34; anti-crime drives, Nov. 3 to 17, and Nov. 17 to Dec. 1, \$564,613.58.

Your Public Relations IQ

By LEO J. MARGOLIN



Mr. Margolin is Dean of Administration, Head of the Division of Business Administration and Professor of Business Administration at the Borough of Manhattan Community College and Adjunct Professor of Public Relations in New York University's Graduate School of Public Administration.

A PR Christmas

MOST CIVIL servants are sophisticated enough to realize that not every Christmas present comes in holiday wrapping with a bright red bow. In fact, the best Christmas present could easily be something as simple as a series of improved work procedures or some information on a regular basis from "upstairs."

A MAJOR problem in all too many government agencies and departments is a total lack of

information from the "upstairs" to the "downstairs." And to make matters worse, "upstairs" seldom hears what's going on "downstairs."

GOOD PUBLIC relations is a two-way street. "Upstairs" cannot possibly make intelligent personnel decisions unless it knows what "downstairs" is thinking and doing. By the same token, "downstairs" cannot do a totally good job unless it knows what "upstairs" is thinking.

THE PROBLEM is stated with professional succinctness by L. L. Golden, who writes a monthly PR column for the "Saturday Review":

"**LIKE A CITY** without a newspaper or a radio or television station, a corporation without effective internal communication is filled with rumors, half-truths, and misinformation. Just as the urban dweller must be informed of the actions of his government, so must the employee understand what the company he is working for is doing, and why."

IN RESPECT to internal communications, government is no different from a corporation. Everyone would better understand the importance of public relations if they would think of government as a corporate enterprise. For example, you might say that the government of the City of New York is a \$3.9 billion corporation—the total of its annual budget for fiscal 1965-66.

A MAJOR problem in government is the lack of communications between "upstairs" and "downstairs." Of course there are some outstanding exceptions such as New York City's Department of Purchase.

"**PURCHASE NEWS**" is a prime example of what a major government organization should use as

(Continued on Page 12)



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ACCORD—The Board of Directors of Nassau chapter, Civil Service Employees Assn. unanimously approved the inauguration of demonstrating at the County Executive's office after an emergency meeting called on last Wednesday to forestall the firing of 171 employees in an econ-

omy move by the County. Irving Flaumenbaum, president of the chapter, facing the audience, center, called the employees "the innocent victims of a political feud." The chapter voted to expend "all of its funds," if necessary, to protect the employees' jobs.

Nassau CSEA Attacks Nickerson Dismissals

(Continued from Page 1)
of funds that would have saved the jobs of these men and protected the incomes for their families."

Could Have "Squeezed Through"

Flaumenbaum went on to say that the truly "cynical" nature of the Nickerson firings was underlined when Eugene Gibbons, Commissioner of Public Works and a Nickerson appointee, appeared before the Board of Supervisors at a conference and stated he could have "squeezed through" next year without firing any men if none of the money in his department's budget were diverted to other departments.

The CSEA chapter noted that the amount cut from the budget was slightly more than one-half of one per cent of the total budget. "Certainly," he declared, "by some serious study of all departmental needs, it would appear that a very slight shaving of funds from each of the agencies could have provided the money to keep these employees on the job."

Flaumenbaum said these men would have been granted job tenure if their employment had continued past January 1.

"All in all," Flaumenbaum continued, "there is no evidence other than that these men have been fired because of a political war. As a merit organization we have no choice but to protest strongly against firing public employees for such a reason."

Constant Protest

He went on to say that "this chapter and its more than 11,000 members intend to stage a series of peaceful demonstrations and to wage a continual program of publicity before the public until every single man has returned to the job."

Flaumenbaum declared that the matter of county budgets was the concern of government, not employee organizations. "This local budget battle is not for us to referee," he declared. "What we want is for public employees to be able to work without fear of

being squeezed by political warfare."

In addition to plans of protest by the Nassau chapter, the Long Island Conference of the Civil Service Employees Assn., which represents some 40,000 other CSEA members, pledged not only financial support for the Nassau CSEA campaign but also declared it would send members to participate in the demonstrations.

Nickerson Statement

In a statement to The Leader, Nickerson declared:

"The Nassau County Board of Supervisors without considering the consequences to government employees or to the county's citizens, arbitrarily and irresponsibly reduced the tax rate for 1966 and added substantial costs, leaving the county with insufficient money to pay for its basic operating expenses. By creating a gap between revenues and expenditures of almost \$2,000,000, the Board forced on me a choice which I did not want to make. The employees who have been dismissed do not have civil service status, and they are not performing services in such categories as health, hospitals or welfare which of necessity must be maintained. Politics played no part in the difficult decisions imposed on me. My sole objective was to protect essential services of government and keep the county from literally running out of money in 1966. I have specifically stated to majority members of the board that if they will rescind the action and put the money back I will promptly re-hire everyone of the dismissed employees."

Caso's View

Ralph G. Caso, vice chairman of the County Board of Supervisors, declared that "The firing of 171 county employees almost on the eve of Christmas is clearly an act of personal spitefulness since Mr. Nickerson's action can in no way be defended by budgetary necessity."

"The facts are clear," he continued. "On the books are 1,400

Automated List Is Now Being Used For The Leader Mailing

Address labels for copies of The Leader mailed to members of the Civil Service Employees Assn. are now being taken from a fully automated list maintained by CSEA.

The new labels are white in color and are substantially different in print make-up. Because this is an automated list for a Leader mailing, some technical difficulties are being experienced.

In order to correct some difficulties, any CSEA member who does not receive his copy of The Leader or whose address label bears incorrect information, is asked to immediately notify CSEA headquarters at 8 Elk St., Albany.

In the case of incorrect information on the label, the member is asked to separate the new label from The Leader and send it along with the correct information to CSEA headquarters.

A member who does not receive his Leader is urged to send headquarters a label from an earlier copy of the newspaper. If this is not possible, the member should notify headquarters, giving his complete name and home address, zip code, social security number, agency of employment. The latter refers to whether you work for a state department, town, county or city. States aides should give department division code number.

unfilled jobs for which the 1966 county budget allocates \$8,000,000. Isn't this proof enough that there was absolutely no need for firing 171 employees, or any part of this number, in this heartless fashion?"

Caso said that "Nickerson is pouting like a child who didn't get what he wanted and he's taking his anger out on 171 innocent families. Worse, he is acting in a spiteful, vengeful manner—a modern, contemporary Scrooge."

Pass your copy of The Leader on to a non-member.

CSEA Wins Program

Oneida Comes Through On Pay, 5-Pt. Plan OK

(From Leader Correspondent)

UTICA—The Oneida County Board of Supervisors approved an amended, long-stalled salary program last week that will fatten the take-home pay of Oneida County employees next year by some \$375,000.

Several elements produced the increased take-home pay for the approximately 1,300 County employees.

Direct pay raises, outside the normal and regular increments, will amount to about \$138,000. A decision that the County will assume five per cent of each employee's contribution into the State retirement plan will cost another estimated \$180,000. The County will not begin to pay this latter cost until 1967.

A Long Fight

Members of Oneida County chapter, Civil Service Employees Assn., fought for over a year to win approval of the salary and retirement contribution proposals.

While an exact figure was not immediately available, reliable estimates placed the total take-home pay increase at about \$375,000.

The basic pay plan, submitted to the board last July by Charles B. Eames, County Research Director, had been bottled up by the slender Democratic majority for five months.

But a series of compromises,

the last reached only a few hours before the board meeting began, between Democrats and the Republican administration of County Executive Charles Lanigan paved the way for final, unanimous passage.

Lanigan termed them "sensible compromises (made) in the spirit of reasonableness."

Erie CSEA Wins Job Tenure For 30 Town Aides

BUFFALO—The Civil Service Employees Assn last week won job protection for 30 employees of a suburban Erie County town.

Acting on a letter from Robert Dobstaff, a vice president of Erie Chapter, CSEA, the West Seneca Town Board gave "tenure and job security" to clerks and other town employes, not covered by permanent civil service.

Dobstaff works in the West Seneca sewage disposal plant.

Democrats, for the first time in four decades, will control the West Seneca Town Board after Jan. 1 and today's Town Board action apparently prevents removals based on politics.

Henry J. Gdula, regional CSEA representative, presented Mr. Dobstaff's request to the Town Board.

55-Year Plan

(Continued from Page 1)

State Retirement System is now fully non-contributory for all State employees and the 55-year retirement feature was again made available through its reopening.

"State employee members may participate in this valuable benefit without additional cost. All other members can join with relatively small cost. The closing date for joining the 55-year plan is December 31, 1965 so that you are urged to act speedily. Your personnel officer can tell you exactly how to do this. While most retirement systems members are already in the 55-year plan, we do wish to remind those that aren't to act promptly."

Participate

ALBANY—State Labor Department employees participated in the Eighth Annual State AFL-CIO convention last week, but as exhibitors. The Department demonstrated industrial safety techniques.

Mediterranean Cruise Open For Bookings

Africa, Italy, France, Spain, Portugal and the islands of Sardinia, Gibraltar and Majorca will be the exciting ports of call during a 26-day cruise of the Mediterranean, which is now open for bookings by members of the Civil Service Employees Assn., their families and friends.

Sailing on the SS Atlantic, the cruise will leave New York City on April 14 and return there on May 14. Cabin prices start at \$682 and the ship is your hotel throughout, with the exception of a side trip to Rome where hotel rooms are provided. Also included are meals, extensive sightseeing and a variety of shipboard entertainment.

A descriptive brochure of the cruise and application blanks may be had by writing to Mrs. Grace D. Smith, R.D. Box 1195, Waterford, N.Y., or by calling Mrs. Smith at (518) CE 7-2087.

Retirement Party

A retirement party was held recently for Max Fleishman, head cashier of the Jamaica office of the Motor Vehicle Bureau. Fleishman served for 33 years in State employment.

Season's Greetings

To all our members and all our friends, we send our very best wishes for a joyous Christmas and a truly Happy New Year.

Joseph F. Feily, President
Civil Service Employees Assn.

U.S. Service News Items

By JAMES F. O'HANLON

Background Information: The New Retirement Law

The United States Civil Service Commission has released a memo on background information concerning Public Law 89-205. The law, known as the Daniels bill, provides for increased annuities for retired Federal employees. The following is the body of the Commission's informational note:

The main objective of Public Law 89-205 is to increase the annuities of about 700,000 retired employees and surviving family members already on the annuity rolls. The effective date of the increase for them is December 1, 1965. The same increase was originally made available to current employees who would retire before the December 1 effective date. Later legislation extended the eligibility period of current employees to December 30, primarily to postpone the retirements of many postal employees until after the heavy seasonal Christmas workload.

Making the increase available to employees retiring currently is largely a recognition of the substantial increases in pay which have occurred in the past few years. It is intended to make economically possible the retirements of many employees who would normally be retiring at about this time, but who have been reluctant to retire until the high-five average salary, and the annuity which is based on it, reflect more closely current pay levels.

Public Law 89-205 provides that annuities which began on or before October 1, 1956, will be increased by 11.1 percent and annuities which began after October 1, 1956, but not later than December 31, 1965, will be increased by 6.1 percent.

In 1956 there were major revisions made in the Civil Service Retirement Act which affected all annuities commencing on or after October 1, 1956. These included a liberalization of the formula for computing annuities. Prior to October 1, 1956, the formula was 1.5 (or 1 percent plus \$25) of the high-five average salary times the years of service. The new

formula was 1.5 percent (or 1 percent plus \$25) for the first five years, 1.75 percent for the second five years, and 2 percent for all service over ten years. The difference is shown by computing the annuity both ways—say \$6,000 high-five average salary and 30 years' service. Under the old formula the yearly annuity would be \$2,700. Under the new formula it would be \$3,375.

In 1962 the Retirement Act was amended to provide that any time cost of living rose 3 percent or more on a yearly average basis, annuities would be increased by the percentage increase. (Provisions were also enacted which gave initial annuity increases on a down-sliding scale. Persons retiring in calendar year 1962 had their annuities increased by 5 percent—in 1963 by 4 percent, in 1964 by 3 percent, in 1965 by 2 percent, and in 1966 by 1 percent.)

The 11.1 percent increase in P.L. 89-205 reflects (a) an adjustment of annuities begun prior to October 1, 1956, to make them more nearly compatible with those computed under the new formula and (b) provision of automatic annuity increases based on monthly rather than yearly average changes in the cost living. A 6.5 percent increase was directed to point (a) and 4.6 percent was directed to point (b).

The 6.1 percent increase in P.L. 89-205 reflects the 4.6 percent cost-of-living increase plus 1½ percent which Congress allotted to certain annuity groups on a basis of need. The 8.1 percent which is talked about is this 6.1 percent increase plus the 2 percent increase authorized in 1962 for persons retiring in calendar year 1965.

In answer to agency queries the

Civil Service Commission has issued the following guidelines:

• It has been estimated that as many as 20,000 retirement claims may be filed by the end of the calendar year in addition to the normal rate of 5,000 per month for November and December. As a result, a situation could develop in which there might be some delay between the time a retirement claim is received by the Commission and the time the notice of allowance and the first annuity check are mailed. Receipt of all claims will, however, be promptly acknowledged. The annuity payment in each case will, of course, be retroactive to the beginning date of the annuity. Agencies have been asked to make the possibility of this delay known to employees in exit interviews or counseling sessions.

• No doubt there will be some pending disability retirement cases that cannot be ruled on by December 30, 1965, the latest possible date for retirement with an 8.1 percent annuity increase. In such cases, if the applicants are carried in pay status on annual or sick leave beyond December 30, they will lose the advantage of the annuity increase provided under Public Law 89-205. Such applicants should be told they may request, and agencies may grant, leave without pay sufficient to make retirement effective December 30 if the claim is allowed. If the disability retirement claim is disallowed, sick or annual leave may be retroactively substituted for the leave without pay.

• In general, the immediate reemployment of an annuitant is not compatible with his separation for retirement. Although reemployment of an annuitant is at the discretion of the employing officer, this discretion should not be used unless it is for the benefit of the Government. Immediate reemployment of an annuitant must be under conditions which are clearly in the interest of the Government; for example, to complete a special project, to help move a temporary workload, or to allow time to recruit and train a replacement.

Filing Open For Elmira Firemen

The City of Elmira will accept applications until Dec. 30 for an examination for firefighter. Salary in this position is \$4,750 to \$5,710 per year.

For further information contact the City Civil Service Commission, Elmira.

Transit Authority Stores Supervisor

An examination for promotion to supervisor (stores, materials and supplies), with the New York City Transit Authority will be held some time early in 1966. Applications will be accepted by the New York City Department of Personnel from January 5, 1966 to Jan 25.

The examination is open to all employees of the Transit Authority who by the date of the written test have served in the position of assistant supervisor (stores, materials or supplies) for at least one year, and are not otherwise ineligible. Salaries and the date of the test have yet to be announced.

For further information and application forms contact the Applications Section of the Department of Personnel, 49 Thomas Street, New York City.

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Senior Chemist Promotion Test

The Department of Personnel of the City of New York will accept applications from January 5, 1966 to Jan. 25 for the promotion examination to senior chemist.

This position is in various de-

partments in which the applicants must be employed. Salary at the time of the last test for this job in 1961 was \$8,200.

For further information and applications contact the Applications Section of the Department of Personnel, 49 Thomas St.



EDUCATION PROGRAM — Franklin K. Lane High School newspaper editor Mary Jane Napoleon watches with managing editor Dennis LaRosa as General Superintendent of the Surface Division, Hyman Feldman points out vandalism of Transit Authority bus at the Authority's East New York Bus Headquarters. The education program for newspaper editors was devised in an attempt to cut down the damage.

College Seniors, Grads:

City's Big Trainee Jobs Opening Soon; Need No Experience

Filing will remain open from January 5 through February 25, for the City's professional trainee series examination. This is one of the biggest examinations in the City's annual schedule and through it, college graduates enter the City service, without previous work experience, and train for middle management positions.

Open for filing will be: housing, planning and redevelopment aide; management analysis trainee; personnel examining trainee and real estate management trainee.

Only one application need be filed for this test although each option must be included for consideration for the resultant eligible list.

Applications will be available during the filing period at the Department of Personnel, 49 Thomas Street, New York City or at any branch of the New York, Brooklyn or Queensboro Public Library.

The written examinations are expected to be held on March 26 at locations throughout the City to be announced later.

Although the examination requires a baccalaureate degree after the completion of a four year college, persons who will meet the requirement by June, 1966 will also be allowed to participate in the exam. They will, however, be required to present

their degree to the Department of Personnel by the time of their investigation.

The written examination will count for 60 percent of the final mark with an oral test counting for 20 percent and the educational background counting for the final 20 percent.

The written test, of the multiple choice type, will be designed to evaluate the candidate's intelligence, general knowledge, cultural background and familiarity with pertinent information. Factors on the oral test will be speech and manner.

The housing planning and redevelopment aide is a trainee position lasting one year with appointment to a permanent position as junior lasting one year with appointment to a permanent position as junior planner to be made after successful completion of the trainee period.

Under supervision, the trainee assists in studies, examinations, and other preliminary plans for Title I Housing Projects.

The management analysis trainee has the same requirements and is appointed to the title of assistant management analyst following the trainee year.

The personnel examining trainee works with employees in the Department of Personnel in various functions and, following the

trainee period is promoted without examination to the title of assistant personnel examiner.

(Continued on Page 12)

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- SENIOR CLERK - Entrance and Promotion Exams
 - ADMINISTRATIVE ASST. - Promotion Exam
 - DISTRICT SUPT. - Promotion - Sanitation Dept.
- CLASSES COMMENCE TUESDAY, JAN. 11 FOR
MEET IN MANHATTAN AT 2 P.M. or 6:30 P.M.

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TUESDAY, DECEMBER 14, 1965

A Judgement Against State Civil Service

SUPREME Court Justice P. Molinari of Binghamton has rendered a ruling on job performance ratings that may finally clear the air on one of the sorest points of employment in State service. Ruling on an appeal against punishment by a State University employee, Judge Molinari, in essence, declared that a lack of any uniform standard for performance ratings voided punitive action resulting from a negative rating.

In the case at hand, the appellant was given an unsatisfactory work performance rating on her job because of extensive, but legitimate, absences although her actual work performance was declared satisfactory. From then on, every rule of justice in the book was violated. The employee was given no chance to review the rating with her supervisors; she was given no copies of the charges until four days after the deadline for an appeal was in effect and when she actually did appeal, had her case decided improperly. The requirement is that two commissioners of the State Civil Service Department must vote to sustain or deny any appeal. At this employee's hearing, only two commissioners were present and the vote was one to one. Yet the poor rating was ruled in effect.

In arguing the case for the appellant, Attorney William Night noted that the section of the Civil Service Law dealing with performance ratings has been in the statute books in one form or another since 1917. The State University was established by an act of the Legislature in 1948. Yet, in all that time, "there is no showing, or even a contention that the Civil Service Department inquired as to compliance by the University of the Civil Service Law, or even of its own rules and regulations."

Night declared that "criticism should not be limited to the agency. The State Civil Service Department and the State Civil Service Commission were, in many respects, even more derelict in their effort than the State University of New York."

This is a serious statement, indeed. The Civil Service Employees Assn. has for years sought to untangle the vague enforcement of job performance ratings and to deal with the extreme applications of this section of the Civil Service Law. It appears that the stage is now set for modifying job performance ratings and eliminating their haphazard use in State employment. It is certainly incumbent on the State Civil Service Department to join in taking the lead to settle this issue once and for all.

What's Doing In City Departments

Ron Swoboda, the slugging rookie star of the New York Mets, dropped everything in order to make a presentation of winners trophies to a Queens championship softball team sponsored by the New York City Youth Board.

Take a beautiful svelte model, Santa Claus, and a garbage truck strewn with flowers and tinsel and you have Sanitation Commissioner Frank J. Lucia's little way of saying there will be no garbage collection on Christmas. That was the setting at 22nd Street and the East River last Monday morning. Sanitation crews will make it up by working overtime on the Mondays following the holidays.

And for any of you who think that's the last straw or for those who are annoyed with themselves at not being able to get around this town fast enough to catch all these stimulating and picturesque events, the Department of Purchase is selling one of the Police Department's used helicopters. It's a whirly Bird, a Bell 47J Ranger helicopter is its square moniker and it has, among its many fine dials and handels, a compass—in case you worry about that kind of thing.

The City's reservoirs held 36.6 percent of their capacity last week. Normal storage at this time of year is 70.3 percent.

The City's Youth Board is sponsoring a dance on the evening of Dec. 21 for young people, at the Embassy Ballroom, 421 East 161 Street. In addition to local talent, there will be a professional band on hand. The Board is going all out during the holidays to provide wholesome entertainment for the young people in the City's neighborhoods. Information can be obtained by contacting the office of the Board's executive director Arthur J. Rodgers.

Twenty-two high ranking career employees of the Sanitation Department were promoted in ceremonies at 125 Worth Street, last week. Four supervising superintendents, six senior superintendents and 12 district superintendents were so honored. Commissioner Lucia presided.

Will Build Special Ward At TB Hosptial

ALBANY—The State Health Department is going to build a special detention ward for recalcitrant male tuberculosis patients at Mount Morris TB Hospital.

The Department noted that women tuberculosis patients did not cause trouble, but that a small number of male patients frequently left the hospital to drink, refused treatment and generally were disorderly.

Two attendants will be on duty around the clock.

On State Council

ALBANY—The Rev. Canon William S. Van Meter of the Bronx has been appointed to the State Council on Drug Addiction in the State Department of Mental Hygiene. He succeeds the Rev. Richard A. Hildebrand of New York City, who resigned.

where his claims records are kept. He should be sure to include his claim number on the notice.

Civil Service Law & You

By WILLIAM GOFFEN



Trial In Absentia

MAY A civil service employee be dismissed on charges on which he is tried in absentia? This problem was resolved by the Court of Appeals in *Grottano v. Kennedy*.

GROTTANO, A patrolman with 30 years of service in the New York City Police Department, was suspended from the force. Grottano had acted as a police escort to victims of a holdup gang. Two members of the gang named him as the "finger-man" in a series of payroll holdups.

GROTTANO FACED two sets of charges. The first and less serious set related to failure to discontinue the escort service when ordered to do so by his superior and to acceptance of gratuities for such service.

THE SECOND set of charges contained eight specifications alleging various criminal acts of supplying information to holdup gangs and sharing in the proceeds of robberies.

WHEN THE date of the hearing arrived, the corporation counsel requested a three week adjournment in order to comply with a demand for a bill of particulars to be served two weeks before the adjourned date. However, the corporation counsel did not serve the bill of particulars until the postponed date for the hearing had arrived. The attorney for the petitioner then asked for a two week adjournment so that he would have a reasonable time to study the bill. The trial commissioner denied the adjournment, and the attorney and the petitioner walked out of the hearing.

THE COMMISSIONER adjourned the hearing without date and caused a third set of charges to be served charging insubordination for refusal to participate in the trial.

ON JULY 11, the date set down for trial of the insubordination and escort charges, the petitioner's attorney requested the commissioner to grant a further adjournment so that he could inspect certain departmental records. A few days previously, the petitioner had applied for retirement to take effect on August 2. With the obvious intention of disposing of the trial before then, the commissioner denied the request.

AS FAR as the criminal charges were concerned, the commissioner ruled they would be tried in a week after completion of the trial on the other two charges. Thereupon, the petitioner's attorney declared his refusal to proceed with the trial of any charges unless the criminal charges were tried first or withdrawn. He stated:

Under these circumstances, may, I in all due respect to you, Mr. Commissioner, advise my client not to participate in these proceedings, and we will take leave and you may do as you see fit provided you conduct this entire proceeding within his legal and constitutional rights.

THE PETITIONER and his attorney left the hearing room and the commissioner heard testimony on the insubordination and escort charges. A week later the petitioner was found guilty as charged and dismissed.

IN SEEKING court review, the petitioner challenged his dismissal on the ground that it was based upon a hearing in absentia. The Court of Appeals, however, ruled that the trial commissioner could take into account the petitioner's attempt to render the trial futile insofar as his pension was concerned. The Court said:

A policeman may not walk out of a disciplinary hearing to avoid a trial on the eve of his retirement, and then claim that an otherwise lawful trial is invalid because he was tried in absentia.

NEVERTHELESS, THE Court remitted the matter for re-determination of punishment. This was done because the charges of insubordination were unwarranted. It was an abuse of discretion for the trial commissioner to order Grottano to proceed to trial on the escort charges at a time when the bill of particulars had just been served.

IN ANY event, the Court recognized that the action of a suspended police officer in disobeying the trial commissioner's order on advice of counsel cannot properly be made the basis of a charge of insubordination. In ordering the petitioner to proceed to trial, the commissioner does not act in the capacity of a "superior officer."

THE PUBLIC policy behind this phase of the decision is a wise one. To subject employees to disciplinary proceedings for refusal to obey the orders of the trial commissioner would unduly hamper attorneys in defending their clients against charges that are often serious.



SOCIAL SECURITY Questions and Answers

I am 66 and still work full time as a teacher. My earnings amount to over \$6,000 a year. However, I do not teach during the summer months of July and August. Should I file for social security benefits for these two months each year?

Yes. Benefits can be paid for any month in which you do not earn over \$100 in a month, even though, as in the case of some teachers, you are still paid in those months.

My father is moving here from Florida. He asked me to take care of changing his address on his social security checks. What do I have to do?

His request for a change of address must be made in writing, and it must be signed by him. You may help him by requesting a change of address card for him from the social security office, or he may simply write a card or letter to the payment center

DON'T REPEAT THIS

(Continued from Page 1)

definite answers to "bread and butter" questions.

The Patrolmen's Benevolent Assn., for instance, is very anxious to know what Lindsay intends to do about a police civilian review board. This issue is not receiving the headlines it did during the mayoralty campaign but it is still the question of uppermost concern to New York's rank and file police patrolman.

The Uniformed Firemen's Assn.—as well as the PBA and the Uniformed Fire Officers' Assn.—are concerned that the forthcoming convention on the State Con-

stitution could result in removal of some pension benefits now guaranteed by the present Constitution. All three groups would like assurance from Lindsay that he will work hard to keep these benefits under constitutional protection.

Little Wagner Act

During his 12 years in office, Mayor Robert Wagner has conducted the City's labor relations programs under an executive order unofficially known as the "Little Wagner Act." Earlier this year, he asked the Legislature to make the executive order a law but the legislation was eventually defeat-

ed. Lindsay has said he wants to institute his own labor relations program and a big question among all the City's employee groups is—what does he intend to put in to this program?

The Terminal Employees Union, which represents a large number of clerical employees, wants to know if Lindsay intends to eradicate the increment period discrepancies between uniformed and all other personnel. Uniformed personnel reach the maximum of their grades in three years; all others take eight years. There has been much agitation for years to equalize these climbs to maxi-

mum of grade, largely on the grounds that the lowest paid City employees are hurt by the long wait to get to the top.

Another question being asked by nearly all employees is whether or not Lindsay intends to revitalize the Career and Salary Plan, which most feel is now out of date and does not operate in sufficient depth or at peak efficiency to truly evaluate salaries in City employment?

Mayor Wagner recently instituted a choice of health plans for civil servants. Will Lindsay broaden the base of benefits and participation of payment for these plans?

Pensions, Promotions

The new Mayor has indicated that he intends to work toward

a wholly non-contributory pension system for all City employees. These employees want to know if 1) Lindsay has a timetable of action to implement such a system and 2) how he will untangle the present overlapping pension benefits so that all employees can get equal financial treatment?

Last, but by no means least, City aides want to know what Lindsay will do in the area of promotions. Some types of promotions take as much as five years to be effectuated; some departments offer so little promotion opportunities that employees constantly try to transfer to other agencies. Many groups feel a central bureau for both interdepartmental promotions and job transfers should be created.

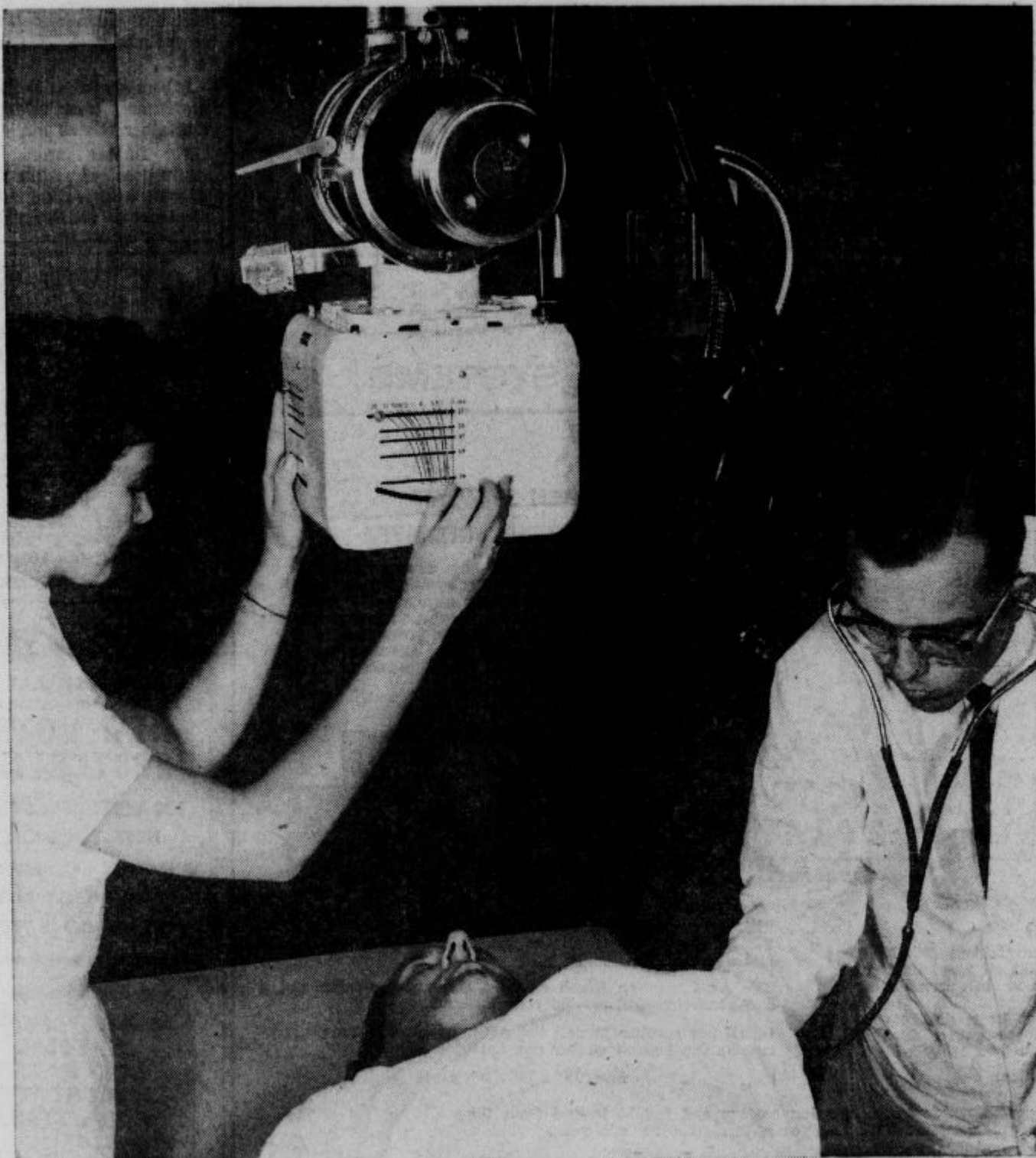
These are some of the top questions being asked of Mayor-elect Lindsay; questions for which public employees are anxiously awaiting answers.

School Lunch Manager Job

School lunch managers are being sought by New York City for positions which pay from \$5,750 to \$7,190 a year. Applications will be accepted until further notice.

Employees in the title of school lunch manager have promotional opportunities to head school lunch manager when eligible.

For further information and applications contact the Applications Division of the Department of Personnel, 49 Thomas Street.



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The Job Market

By V. RAIDER WEXLER

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ply at the Manhattan Industrial Office, 255 West 54th Street between Broadway and Eighth Ave.

Nurses

PROFESSIONAL NURSES are needed for hospitals nursing homes and other health agencies in Greater New York. Beginning salaries range from \$5,150 to \$5,500 a year. There are also openings for registered public health nurses beginning at \$6,000. Ap-

ply at the Professional Placement Center, 444 Madison Avenue at 50th Street, Manhattan.

A **PLASTIC FOREMAN** with trouble shooting experience in injection molding plant is needed in Queens. Must have electrical and mechanical background. He will do repairs and supervise eight to ten people. The pay is \$1.75 an hour to start. A **FOLDING MACHINE OPERATOR** will get \$2.74 an hour to start to operate a Baum Folding Machine. Apply at the Queens Industrial Office, Chase Manhattan Bank Building, Queens Plaza, Long Island City.

Stenographers

Experienced **OIL BURNER SERVICEMEN** with driver's license are needed in Brooklyn. They will earn \$100 to \$130 a

week to service all types of burners—domestic and commercial—No 2 and No. 4 oil. Experienced **QUILTING MACHINE OPERATORS** will get \$70 to \$75 a week to work on double machine. **QUILTING MENDERS** will earn \$60 a week to repair broken stitches on quilted material. Apply at the Brooklyn Industrial Office, 250 Schermerhorn Street, in downtown Brooklyn.

STENOGRAPHERS are needed for various State agencies in New York City. Will be tested at 80 words a minute. Salary starts at \$3,880 a year with good fringe benefits, sick leave and vacation with pay . . . The Federal government has some attractive opportunities overseas for **SECRETARIES**. Apply for these positions at the Office Personnel Placement

Center, 575 Lexington Avenue at 51st Street, Manhattan. Or call PL 9-1020 for an appointment.

Lab Aide Filing Opens In Jan.

The New York City Department of Personnel will accept applications from January 5, 1966 to Jan. 25 for the open-competitive examination for laboratory aide.

A 1959 announcement had a starting salary as \$3,900 per year however this has probably changed. The requirements for the position in the 1959 included graduation from an accredited high school Other requirements included work and educational experience or a combination of both.

Laboratory aides perform sub-professional work in laboratories and other related duties.

For further information and applications contact the New York City Department of Personnel Applications Section, 49 Thomas St.

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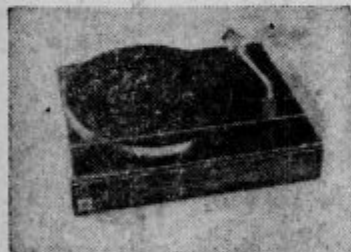


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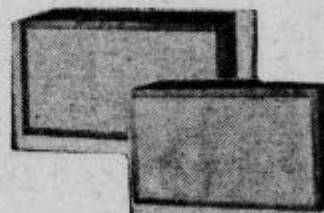
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Key Answers To Electric Foreman Exam Are Released

The tentative key answers for the promotion examination to foreman, electrical power, given by the Department of Personnel on Dec. 11 have been released. One hundred and 53 persons of the 182 called for the examination appeared.

The answers are:

1, B; 2, D; 3, C; 4, B; 5, D; 6, A; 7, A; 8, C; 9, A; 10, B; 11, B; 12, C; 13, D; 14, D; 15, A; 16, A; 17, A; 18, B; 19, C; 20, B; 21, D; 22, A; 23, C; 24, A; 25, B; 26, C; 27, B; 28, D; 29, A; 30, A; 31, C; 32, A; 33, D; 34, B; 35, A; 36, B; 37, B; 38, A; 39, C; 40, D; 41, D; 42, C; 43, A; 44, D; 45, B; 46, D; 47, D; 48, C; 49, D; 50, A.

Engineer Aide Filing To Open In Jan., 1966

Applications for the New York City examination for engineering aide will be accepted from January 5, 1966 to Jan. 25 by the City Department of Personnel.

Salary in this position, to start according to a 1962 announcement from the Department is \$3,750 per year. This, however, is only a tentative salary and may be higher.

Graduation from an accredited high school is a requirement for this position, as well as work experience. However, a graduate of a technical high school may also qualify. There are other requirements including combinations for work and educational experience.

Engineering aides perform routine duties requiring some technical knowledge.

For further information and applications contact the New York City Department of Personnel Applications Division at 49 Thomas Street.

Consultant Exam In May

An open competitive examination for consultant (early childhood education) will be held May 6, 1966. Applications are being accepted January 5, 1966 through Jan. 25. Salaries have yet to be announced.

Among the requirements for this examination are: a baccalaureate degree from an accredited college and a masters degree with a major in early childhood education plus three years of experience as an educational consultant in nursery education in an agency adhering to acceptable standards, or as a director of an approved nursery school.

For further information and application forms, go to the Applications Section of the Department of Personnel, 49 Thomas Street, New York City or any branch of the New York City Public Library.

Fr. Beck To Council

ALBANY—The Rev. Joseph C. Beck of Amsterdam has been appointed a member of the Board of Visitors of Utica State Hospital. Father Beck is pastor of St. Michael's Roman Catholic Church in Amsterdam.



LAUNCH DRIVE — New York Deputy Mayor Edward F. Cavanagh, Jr., left, launches the 1965 New York City Municipal Appeal for the United Negro College Fund at a luncheon attended by City Comptroller Abraham D. Beame and 70 commissioners, borough presidents and agency heads. Shown with the Deputy Mayor at the Harvard Club luncheon are James W. Bryant, center, executive vice president of the Fund, and Lloyd Peterson, right, secretary of the New York City Transit Authority and chairman of the UNCF Municipal Appeal. Contributions to the United Negro College Fund go to help support 33 predominantly Negro colleges and bolster scholarship programs for more than 13,000 needy students. The institutions, which enroll 30,000 students, are located in 11 Southern states.

Shoppers Service Guide

Get The Authorized CSEA License Plate The only car license plate tag authorized by the Civil Service Employees Assn. is that which is sold through CSEA Headquarters, 8 Elk St., Albany. The plate which sells for \$1, can also be ordered through local chapter officers.

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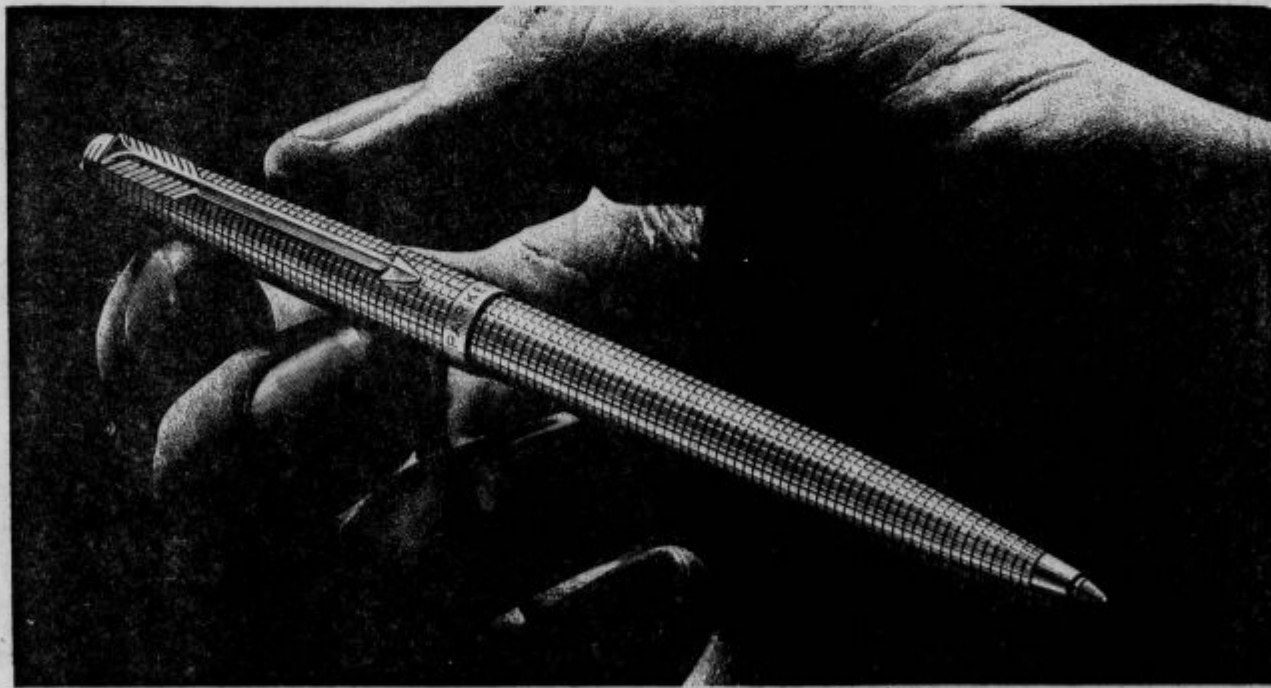
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The new Parker 75 ball pen doesn't just look impressive... for example, the tip is stainless steel that writes a clean, clear line up to

80,000 words. And there are four points to choose from — extra fine to broad.

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LEGAL NOTICE

FILE No. 7179, 1965 — CITATION — THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God Free and Independent, To the heirs at law, next of kin and distributees of Ethel T. Ady deceased, if living, and if any of them be dead to their heirs at law, next of kin, distributees, legatees, executors, administrators, assignees and successors in interest whose names are unknown and cannot be ascertained after due diligence. YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504 in the Hall of Records in the County of New York, New York, on January 5, 1966, at 10:00 A.M., why a certain writing dated March 26th, 1965, which has been offered for probate by E. HOYT PALMER, residing at 116 Pinehurst Avenue, New York, N.Y., should not be probated as the last Will and Testament, relating to personal property of ETHEL T. ADY, Deceased, who was at the time of her death a resident of 514 East 79th Street, in the County of New York, New York.

Dated, Attested and Sealed, November 24, 1965.

HON. JOSEPH A. COX,
 (L.S.) Surrogate, New York County
 Philip A. Donahue,
 Clerk.

CITATION. — FILE No. P7361, 1965. — THE PEOPLE OF THE STATE OF NEW YORK, By the Grace of God Free and Independent, To any and all unknown persons whose names or parts of whose names, and whose place or places of residence are unknown, and cannot, after diligent inquiry, be ascertained, distributees, heirs at law and next of kin of Marion Wildman Powell, and if any of the said distributees, heirs at law or next of kin of deceased, be dead, their legal representatives, their husbands or wives, if any, distributees and successors in interest whose names and/or places of residence and post office addresses are unknown. YOU ARE HEREBY CITED TO SHOW CAUSE before the Surrogate's Court, New York County, at Room 504 in the Hall of Records in the County of New York, New York, on January 16, 1966, at 10:00 A.M., why a certain writing dated June 24, 1965, which has been offered for probate by Morgan Guaranty Trust Company of New York, of 23 Wall Street, New York, New York, should not be probated as the last Will and Testament, relating to real and personal property, of Marion Wildman Powell, Deceased, who was at the time of her death a resident of 2 East 79th Street, in the County of New York, New York. Dated, Attested and Sealed, November 29, 1965.

HON. JOSEPH A. COX, Surrogate, New York County, Philip A. Donahue, Clerk. (L.S.)

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ACHIEVEMENT — John Bréwer, right, Food Service Manager at the Suffolk State School, is being presented with a Certificate of Achievement for completion of the Management Training Institute for Food Service Managers and Supervision Dietitians, by C. R. Walsh, business officer. Looking on is Dr. Edward J. McGuinness, Director of the School.



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Trainee Jobs

(Continued from Page 5)

The real estate management trainee works in the Department of Real Estate or the Department

of Relocation and is trained in management of City operated dwellings and buildings operated by various City departments. Those in the Department of Re-

location are trained in the re-location of tenants from Title I sites and inspects work done by contractors for these sites.

Employees in this title will be promoted to the title of real

estate managers following a year of training.

More complete particulars on this examination will be reported by The Leader as they become available.

James F. Mahoney

James F. Mahony Jr., senior underwriter in the New York City office of The State Insurance Fund for over 44 years died recently in Norwegian Hospital, Brooklyn. He was born and raised in the "Hells Kitchen" area of New York City and was active with his father, a former New York State Assemblyman, in Tammany Hall. "Jim" was one of the stalwarts in the early days of the struggle the State Insurance Fund experienced in the Workmen's Compensation Insurance field.

As a charter member of the State Insurance Fund chapter of the Civil Service Employees Assn., he served on many important committees in the early days of the CSEA. He was an active member of the Thomas Dongan Council of the Knights of Columbus, the Dongan Guild of New York State Employees, and was Chairman of the Catholic Employees of the State Insurance Fund, an organization in the New York City office of the State Insurance Fund which, among its many activities, held a corporate Communion Mass and Breakfast, a Christmas Party, and sponsored a Scholarship program.

He is survived by his wife Elizabeth, his daughter Mary Elizabeth, two sons Richard and James F., and by a daughter-in-law and two grandchildren.

P. R. Column

(Continued from Page 2)

the cornerstone of its internal communications. Inexpensively printed (by mimeo) but expertly written, "Purchase News" tells employees what's going on within the department, what the department does—by whom and where, what is new, what's what and who's who among the employees.

IT IS NOT a "puff sheet". It is an information bulletin, which does precisely what it was intended to be—to make employees of the Department of Purchase more knowledgeable and more efficient in their jobs. Any publication which can pass this test is promoting good public relations.

IT HAS always puzzled us why private business thought internal communications important, while government only recently began paying attention to this absolutely indispensable tool of management. Perhaps timidity had something to do with this attitude. Well, government executives have no reason to be timid because government business is the biggest business of all.

WE CAN only hope that the new administration of the City of New York will not discard some of the intelligent innovations which have marked many facets of the current administration, such as the development of better internal communications.

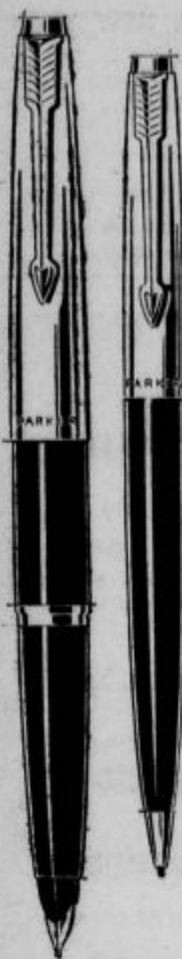
THERE IS always the temptation by a new administration to charge in like armored knights on white horses to do battle. Well, we have a special message for those with this type of thinking:

GOVERNMENT IS a complex of complexities which has thrown thoroughly experienced executives from private industry on their backs before they could say, "Why didn't someone tell me about this before!"

WE'RE TELLING you that the balance of good public relations in government depends on the total awareness of "upstairs" that there is a "downstairs", and that efficient government is impossible without the cooperation of "downstairs."

FOR YOUR HOLIDAY GIFT GIVING PLEASURE

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A lot of Christmas for \$8.95

PARKER 45 CONVERTIBLE WITH WRITEFINE PENCIL

Especially when the matched set is from Parker and so beautifully gift boxed! The pen is the Parker 45 that fills two ways...it loads with a cartridge or, fills from an ink bottle. The pencil takes long, extra-thin leads to do sharp, neat work. A thoughtful gift they'll use all year round!



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This is the gift to choose if you're looking for something that's not only useful, but truly memorable! The Parker 45 is convertible...loads with cartridges or slip in the converter and it fills from an ink bottle. The gift that reminds them of your thoughtfulness for many years to come. With pencil, \$8.95

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Parker has added the magic of stainless steel to its famous Jotter, so it writes a clean, clear line all the way up to 80,000 words before it needs a refill. The Writefine pencil features Parker's "lead saver" rotary mechanism. Need one more reason before you buy? Look how beautifully the Pardners are gift boxed...you'll want several sets!

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Welder Exam Key Answers

The following are the tentative key answers for a written Open Competitive test for Welder given by the New York City Department of Personnel Dec. 11. Of the 298 applicants for entrance to the examination 223 appeared.

Candidates who wish to file protests against these key answers have until the Dec. 30 of this year to do so. The protest must be submitted in writing, together with the evidence upon which it is based. Claims of manifest error in key answers will not be

accepted if postmarked after midnight Dec. 30, 1965.

- 1, C; 2, A; 3, A; 4, D; 5, C; 6, D; 7, B; 8, B; 9, D; 10, A; 11, D; 12, A; 13, C; 14, C; 15, B; 16, A; 17, C; 18, D; 19, B; 20, D; 21, B; 22, B; 23, B; 24, A; 25, C; 26, B; 27, B; 28, A; 29, C; 30, A; 31, A; 32, B; 33, D; 34, D; 35, B; 36, A; 37, C; 38, B; 39, B; 40, A; 41, D; 42, D; 43, B; 44, C; 45, C; 46, A; 47, B; 49, B; 50, A; 51, D; 52, B; 53, C; 54, A; 55, D; 56, B; 57, D; 58, C; 59, B; 60, A; 61, C; 62, C; 63, D; 64, A; 65, C; 66, A; 67, D; 68, A; 69, A; 70, C; 71, A; 72, D; 73, A; 74, C; 75, C; 76, C; 77, B; 78, D; 79, C; 80, B.

Don't Disappoint At Christmas! Mail Now

Postmaster Edward J. Quigley of Brooklyn has asked that Christmas cards and gift packages be sent as quickly as possible as the Yule rush reaches its peak in these final days before Christmas. "The time has passed to talk about mailing early for Christmas," he said, "but you can still help us to avoid a tremendous last minute pile-up . . . if you will send all your gift packages and Christmas cards right now!"

To the inevitable last minute mailers he suggests that you use air mail for every card or gift going to distant places, out of town. He points out that even a few hours delay at this critical delivery time may mean disappointment for your friends and loved ones on Christmas day.

For Christmas and New Year's Parties. Special Attention To State Employees.

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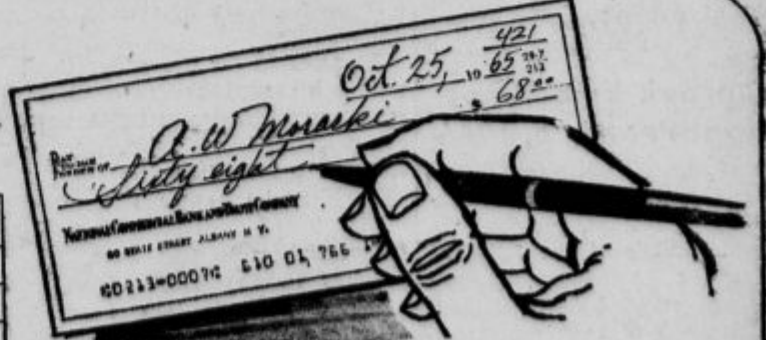
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Figure your Check-Credit limit . . .

IF YOU CAN PAY THIS AMOUNT MONTHLY*	12-MONTH PLAN YOU CAN BORROW UP TO	24-MONTH PLAN YOU CAN BORROW UP TO	IF YOU CAN PAY THIS AMOUNT MONTHLY*	12-MONTH PLAN YOU CAN BORROW UP TO	24-MONTH PLAN YOU CAN BORROW UP TO
\$10	\$120	\$ 240	\$ 60	\$ 720	\$1440
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\$25	\$300	\$ 600	\$100	\$1200	\$2400
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\$50	\$600	\$1200	*plus 1% per month on the money you are actually using		

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\$1,000 For Best Idea

Dear Mayor Lindsay:

Signed

Name
Address

SEND TO: The Jerry Finkelstein Foundation, c/o The Civil Service Leader, 97 Duane Street, New York City



METRO GUESTS — Seen here attending the recent session of the Metropolitan Conference, Civil Service Employees Assn., held at Willowbrook State Hospital, are, from left, Assemblyman Lucio Russo; Senator John Marchi, Dr. Jack Hammond, hospital director; Joseph F. Feily, CSEA president; Salvatore Butero, Conference president; William Roberts, Willowbrook CSEA president, and Assemblyman Edward J. Amman, Jr.

Metro Conference Hears Three GOP Legislators' Predictions On Pay Hike

Willowbrook State Hospital was the site of a recent meeting of the Metropolitan Conference of the Civil Service Employees Assn. and three Staten Island Legislative attending the session had high praise for the work of the State's Mental Hygiene Dept. employees and one of the lawmakers declared that "the State budget has the money to give you people a pay raise."

Also attending the meeting and principal speaker later in the afternoon was Joseph F. Feily, CSEA president.

At the luncheon session, Assemblyman Edward J. Amann, Jr., told Conference delegates that "the public is too often critical of state services, such as mental hospitals, without being willing to pay the bill for improved services. However, the State sales tax should not only provide revenue to give these services but also provide the funds for an adequate raise for the State's employees."

Assemblyman Lucio Russo echoed Amann's feelings that there were sufficient funds for a salary increase and declared "the Legislature knows the dedicated service being performed by Mental Hygiene and other State employees and there is every reason to expect that this dedication will

be recognized in the form of a pay raise."

An invitation to discuss employee problems "early in the session" was given by Senator John J. Marchi. "We need time to iron out difficulties and the earlier you come to us, the sooner we can get problems resolved," he said.

Feily On CSEA Future

Feily told delegates later in the day that CSEA representatives were engaged on several fronts to improve the future for both local and state employees and to strengthen the future of the CSEA with imaginative approaches in services and programs.

The CSEA president declared that "salary negotiations are now being held on an almost weekly basis—sometimes twice a week—and that results of meetings between CSEA and the Administra-

tion would probably be announced within a matter of weeks."

Feily also showed delegates a full-color drawing of the new CSEA headquarters, construction of which will start next Spring.

Salvatore Butero, Conference president, earlier had introduced the president of the host chapter, William Roberts, and the hospital's director, Dr. Jack Hammond, and business manager, Ernest Palci, who welcomed the delegates.

Other guests in attendance included Ted Wenzl, CSEA first vice president; Vernon A. Tapper, CSEA second vice president; Charles E. Lamb, CSEA third vice president; William Rossiter, CSEA fourth vice president; John Hennessey, CSEA treasurer; Hazel Abrams, CSEA secretary; Harry W. Albright, CSEA counsel, and Paul Kyer, editor of The Leader.

Warning--File Now

Benefits Under Medicare Described In Brief; In Effect June 1, 1966

A warning has been given to persons now 65 years of age or over who have not filed for medicare benefits under the Social Security Administration — "Unless you file before March 31, 1966 or within three months of your 65th birthday, you will have a 20 month wait before you can file again and a two year wait for benefits." In addition extended medical benefits will cost more than the \$3 a month present cost.

In response to our readers' request, we are printing a brief summary of the benefits available under the medicare program.

Full information may be obtained from any office of the

U.S. Social Security Administration.

Basic Hospital Benefits
No Premium
Effective July 1, 1966

Hospital Care—For up to 90 days during an illness in a participating hospital. Medicare pays for covered services for 60 days

(Continued on Page 15)

To Help A New Mayor

A Few Words For An Idea Now Can Be Worth \$1,000

While it is said that a picture is worth a thousand words, a few words can be worth a thousands dollars to the public employee who comes up with the best idea for improving New York City.

As of January 1, John V. Lindsay will be the Mayor of New York City and in that office he will face a multitude of problems that are in great need of solution. To help Mayor Lindsay in his gigantic task, the Jerry Finkelstein Foundation is donating \$1,000 as a first prize and four gold medals as subsequent prizes for the ideas that are most original in offering ways to make New York a safer, happier place to live.

Open To All

The contest is open to employees in all levels of government service—Federal, City, State and County—and there is no limit to the number of entries an employee may make. Hundreds of good ideas have already come in, but with the deadline being March 1 there is plenty of time for you to put on your thinking cap and turn the thoughts in your

mind to capturing the top prize and making a major contribution to the future of New York City at the same time.

All entries should be sent to the Jerry Finkelstein Foundation care of The Civil Service Leader, 97 Duane St., New York, N.Y. 10007. To aid our readers, a coupon for sending in your idea appears on this page.

Last Call Is Near For Annual Cruise

Last call for the annual Caribbean cruise for members of the Civil Service Employees Assn., their families and friends is near. The cruise will depart from New York City for 12 days aboard the S.S. Olympia, and bookings are now being accepted.

Sponsorship for the cruise this year is being undertaken by Nassau County chapter of CSEA under the direction of its president, Irving Flaumenbaum.

Social Activities

The luxury sailing will take tour members to San Juan, St. Thomas in the Virgin Islands, Trinidad, and Fort de France, Martinique. Shipboard activities will include a masquerade ball, first run movies, concerts and cocktail music, nightclub shows and a number of social activities.

The cruise departs Jan. 28 and cabin prices are as low as \$310 per person. Applications and a brochure describing the cruise may be had by writing to Irving Flaumenbaum, Box 91, Hempstead, Long Island, or by calling (516) PI 2-3109.

Lynbrook Employees Adopt Program, 1966

The Lynbrook Village employees of the Nassau chapter, Civil Service Employees Assn., met on Nov. 15 and formulated the following program for the coming year. The program, adopted by unanimous vote, includes a 15 percent across-the-board salary raise; graded salary plan with built-in longevity payments; an increase in the employee's vacation plan calling for 14 working days vacation after one year thereafter up to a maximum of 21 working days after eight years; five personal days a year; 3 percent additional reduction in retirement payments; paid uniforms; unemployment insurance; payroll deduction of dues.

Senior Clerk Filing Is Expected To Open In Jan.;

The New York City Department of Personnel will accept applications from January 5, 1966 to Jan. 25 for the open-competitive and promotion examination for senior clerk.

Salary for these positions is in salary grade 10 with a range of \$4,550 to \$5,990.

Open-Competitive

Requirements for filing for the open-competitive test includes at least one year of satisfactory full time paid experience.

Applicants, to be appointed, must have completed their high school education or possess either a high school equivalency diploma or a GED certificate issued by the armed forces.

Promotion

To file for the promotion examination, applicants must be

employed in a permanent position in salary grade 10 or lower in the City of New York. Candidates may file if they are in one of many groups, a few of which follow:

Clerical — administrative occupational; stenographic and typing; office appliance operator etc.

For further information and applications contact the Applications Section of the Department of Personnel, 49 Thomas Street.

Information On Medicare

(Continued from Page 14)

of care except for the first \$40, which you pay if you are hospitalized for more than 60 days during the same illness, you pay \$10 per day and Medicare pays the remaining charges for an additional 30 days. These benefits are renewable after you have been out of the hospital or extended care facility for 60 consecutive days.

Outpatient Diagnostic Services

For diagnostic services in the outpatient department of a participating hospital, you pay the first \$20 during a 20-day period. Medicare pays 80% of remaining charges.

Posthospital Care in Your Home

After discharge from a hospital stay of at least three days, Medicare will pay for up to 100 home visits by visiting nurses, physical therapists and other health workers (but not doctors) during 365 days following your discharge.

NOTE: These benefits become effective automatically for all eligible persons. You do not need to enroll.

Supplementary Medical Benefits

\$3 Per Month Per Person

Effective July 1, 1966

Physicians' and Surgeons' Services—These services are covered no matter where you receive them—at home, in a doctor's office, in a clinic or in a hospital. You pay your doctors the first \$50 in a calendar year and Medicare pays 80% of the remaining "reasonable" charges. However, since the program does not begin until July 1, 1966, no expenses you have before that date can count toward the \$50 for 1966.

Home Health Visits—Up to 100 visits each year, with no prior hospitalization required. (Exactly what will qualify as a "health visit" has not been determined at this time.) These benefits are in addition to the 100 visits provided under the hospital-care program.

Other Medical and Health Services—Regardless of where rendered, Medicare pays for diagnostic tests (X-rays, laboratory tests, etc.); X-ray or radium treatments; surgical dressings,

splints, casts; certain ambulance services; braces, artificial legs, arms and eyes; rental of medical equipment such as iron lungs; and many other medical items and services.

NOTE: These benefits do not become effective automatically. You must enroll before March 31, 1966.

Posthospital Extended Care No Premium

Effective January 1, 1967

Nursing Home Care—After a hospital stay of at least 3 days, Medicare will pay for 20 days of care in a qualified nursing home during any one illness. If, for the same illness, you require this care for more than 20 days, you pay \$5 per day and Medicare pays the balance for an additional 80 days.

NOTE: These benefits are part of the hospital care program and become effective automatically. You do not need to enroll.

To Racing Commission

ALBANY—Dr. E. Ogden Bush, former state senator, has been appointed to the State Harness Racing Commission succeeding Spencer B. Eddy of Saratoga Springs, who resigned. The position pays \$19,795 a year.

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LEGISLATIVE MEETING —

Members of the Southern Conference Legislative Committee met last week with members of the Legislature in their area. Left to right at the meeting are: Nick Puzifferri, past president of the conference; George Halbig; Assemblyman Stephen Doig

of Rockland County; Olin Benedict; Issy Tessler, conference president; Joseph F. Felly, president of the statewide Association; Ann Brown; James Lennon; John Digo; State Senator Anthony Geoffi of Port Chester; John Rice, assistant counsel to the CSEA and Gabe Carribe.

Southern Conference Meets With Area Legislators To Discuss CSEA's Program

TARRYTOWN — Legislators representing counties within the Southern Conference of the Civil Service Employees Assn. met with the conference's legislative committee and officials of the statewide organization last week at the Hilton Inn here.

An informal get-together preceded the dinner meeting, chaired by Charles Lamb of Ossining, third vice-president of the statewide Association.

Each legislator was given a copy of the resolutions approved at the 55th annual meeting of the Association in October. These resolutions will appear as bills introduced in the coming session of the State Legislature.

Legislators attending the meeting were: Assemblyman Peter R. Biondo of Ossining, Assemblyman Daniel Becker of Newburgh, Senator Clinton Dominick, III of Newburgh, Senator George E. VanCott of Mount Vernon, Senator Anthony B. Geoffi of Port Chester, Assemblyman Richard A. Cerosky of Valhalla, Senator Bernard Gordon of Peekskill, Senator Christian H. Armbruster of Bronxville, Assemblyman Alvin Suchin of Dobbs Ferry, Assemblyman Warren Simsheimer of

Scarsdale, Assemblyman Joseph R. Plasini of New Rochelle, Assemblyman Thomas McInerney of Yonkers, Senator Lloyd Newcombe of Catskill, Assemblyman Joseph St. Lawrence of Suffern and Assemblyman Stephen G. Doig of New City.

Joseph F. Felly, president of the 137,000 member Association, led the CSEA delegation at the dinner meeting. Others included John Rice, assistant counsel of the Association; Issy Tessler, president of the Southern Conference; George Halbig, second vice-president; James Lennon, third vice-president; William Wymann treasurer; Werner Jacobs, sergeant-at-arms; Lucile Craig, secretary; Nicholas Puzifferri, past conference president; John Digo, Ann Brown and Olin Benedict of the legislative committee; Elmer VanWey, membership committee chairman and CSEA field representatives Thomas Brann and W. Reubin Goring.

Ulster CSEA Makes Point On Vacations

KINGSTON — Members of the Salary Committee of the Ulster County chapter, Civil Service Employees Assn, met recently with the Ulster County Board of Supervisors to discuss salary increases for county employees, elimination of discrimination of salaries, job titles, qualifications for jobs and vacation and sick time.

As part of the discussion, it was brought to light "that the head of one department in Ulster County includes Saturdays and Sundays in estimating the vacation times."

A resolution was read into the record, passed by the Board of Supervisors, disputing this including of Saturdays and Sundays as off-time. The resolution reads: "Be it further recommended, that all county employees who have been in the service of the county for at least one year shall be entitled to 15 working days vacation with pay at their regular rate."

Dr. Solcum Named

ALBANY — Dr. John H. Sloum has been named director of a new Office of Internal Programs in the State University's Graduate School of Public Affairs.

Job Performance Rating Annulled

(Continued from Page 1) form rating standards for rating performance and attendance, and to give employees a copy of his performance rating." He said the employee claimed "that no regulation for a standard as to absences was ever established or uniformly applied" by the State University.

In its answer, the justice said, the State argued "that the Rules need not be in writing and that petitioners' absences hampered the work of the College."

Justice Molinari ruled that, "While the Court should not object to withholding a satisfactory rating for Civil Service employees who are absent, although with cause, if a uniform standard were established by the Agency, it would appear to the Court that it is arbitrary and capricious to withhold a satisfactory rating on this ground alone, where no previously announced policy was established under the Statute and the Rules and Regulations under the Civil Service Law"

In the brief submitted in behalf of the employee, Night argued that Harpur College failed to comply with rules requiring State agencies to give each of its employees a copy of individual performance ratings and to provide employees with the opportunity to review ratings with a supervisor. In addition, it was contended, no rating standards were ever developed by the college or submitted to the Department of Civil Service for its approval and that, in the State's argument, there was no indication that any rating standards were applied uniformly within the State University of New York, or within Harpur College with regard to performances of its employees.

No Copy of Charges

It was pointed out in affidavits given to the court that the employee never received a copy of her performance rating, was never advised with regard to an appeal and never saw a copy of the re-

port until four days after the time to appeal had expired.

Night also maintained that when the State Civil Service Commission considered the original appeal from the unsatisfactory rating, only two commissioners were present at the hearing, and that one commissioner voted to uphold the appeal while the other voted to dismiss it. He contended that two votes are required to sustain any appeal.

The attorney's brief concluded that:

"The major portion of this petition has been addressed to the failure on the part of the State University of New York to set standards for work performance ratings, to obtain approval from the Civil Service Commission of such standards, and its failure to apply such standards uniformly within the agency.

"However, it should be noted that these failures are only the initial ones. The rules require the agency to provide the employee with a copy of his rating. This was not done. The rules require that the employee shall have five days after receiving the rating to appeal to the performance rating board. The employee was shown her rating four days after the time to appeal had expired. The rules require that the agency shall develop procedures for an appeal. This was not done.

"However, criticism should not be limited to the agency. The State Civil Service Department and the State Civil Service Commission were, in many respects, even more derelict in their efforts than the State University of New York.

"For example, Section 140 of the Civil Service Law has been in the statute books in one form or another since 1917. This law requires that standards of performance be established by the agencies of the State of New York and that these standards be approved by the Civil Service Department. The State University of New York was created by an act of Legislature in 1948 and yet there is no showing, nor even a contention that the Civil Service Department inquired as to compliance by the University of the Civil Service Law, or even of its own rules and regulations.

"The rules of the Civil Service Commission require it to consider and determine appeals from employees from unsatisfactory performance ratings. However, it is conceded that no appeal procedures were ever developed or published by the Commission."

Farmingdale Unit Installs Officers

FARMINGDALE — The Farmingdale unit of the Civil Service Employees Assn, School District No 22 held its installation of officers at a dinner at Marc Pierre's Restaurant recently. The unit, which consists of two groups, clerical and operational and maintenance, has a joint membership of 154. The governing body is a board of directors consisting of elected officers of both groups. The officers installed by Dave Silberman, member of the Board of Directors of CSEA were: clerical group—Muriel Donohue, president; Grace Guthell, vice-president; Alice Hubelabnk, secretary; Helen Schmidt, treasurer; Lillian Sullivan, salary chairman.

Operational and Maintenance Group—Lawrence Visconti, president; Richard Le Vien, first vice-president; Frank Barone, second vice-president; Francis Le Vien, secretary and Matthew Valinoti, treasurer.

Honored guests were: Mrs. John J. Goulding, president of the Farmingdale Board of Education and Mr. Goulding, Dr. William A. Kinzler, Superintendent of Schools and Mrs. Kinzler, J. Richard Zutt, business manager and Mrs. Zutt.

DPW Merit Award To System Analyst

A cash award and certificate of merit was presented by the New York State Department of Public Works to Richard Reintsema, a senior computer systems analyst with the Bureau of Electronic Data Processing of the Department.

The award presented, by Superintendent J. Burch McMorran, was for Reintsema's proposal on a device for interpreting machine addresses on a computer.

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Health Plan-Medicare

(Continued from Page 1)

particularly those who are near retirement age, of the preparations that this Administration is making to integrate the State employees' health insurance program with the Federal Medicare Program, which becomes effective, in part, on July 1, 1966. There are approximately 270,000 enrollees from both State and local governments in the State program with 700,000 people covered by its benefits, a sizable number of whom either already have retired or are close to retirement age.

They Want The Best

"The Department of Civil Service, the insurance carriers of the State employees' health in-

surance program, and members of my staff are presently engaged in reviewing the variations between the benefits afforded under Medicare and the State contract. At their request, we have also held several meetings with representatives of the Civil Service Employees Assn. who have given us their complete cooperation. Our goal is, as it has been in the past, to continue to provide to State employees and participants in the program employed by the municipal subdivisions, the finest possible group medical protection.

"Accordingly, we are now reviewing the State program to determine the feasibility of

amending it in order to provide an opportunity for individuals who are 65 or older to obtain benefits under our State employees' health insurance program that will not be provided under Medicare, and to make any other changes which would be appropriate.

"I wish all of our employees to know that this Administration is giving the highest possible priority to this matter. I trust that no member of the State program will at this time surrender or give up his current coverage under the State program in the mistaken view that all of these benefits are provided for under the Medicare Program."